

# Preparation to Conduct an Availability/Disparity Study

Presented to the  
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# Agenda

- Introductions
- Disparity Study Overview
- Major Components of a Disparity Study
- Data Requirements
- Data Assessment Worksheet

# Disparity / Availability Study Overview

- A Disparity Study is a method of determining what companies are available to contract with Government Agencies that received Federal funding to conduct its primary line of service.
- Congress has determined that there is on-going discrimination in the Transportation Industry nationwide. This is called a compelling governmental interest. It is the first step to provide equal access to government funding.

# Disparity / Availability Study

- The second part of establishing a legally sound Disadvantaged Business program is to determine if discrimination exists in a local jurisdiction and measure its impact. This second part is called establishing a narrowly tailored program.
- If the Participating Agencies establish the need for a DBE program, the question remains how do you implement it to provide equity to DBEs without harming non-DBE firms.
- The disparity study is the mechanism to answer these questions.

# Major Components of an Availability/Disparity Study

- Legal Analysis
- Review of Policies, Procedures and Programs
- Anecdotal Analysis
  - Personal Interviews
  - Focus Groups
  - Public Hearings

# Major Components of an Availability/Disparity Study

- Data Analyses
  - Market Area
  - Utilization
  - Business Survey
  - Availability (Public and Private Sector)
  - Regression
  - Disparity
- Recommendations

# Data Requirements

- Policies, Procedures & Programs
- Anecdotal
- Contract / Business

# Data Requirements

## Policies, Procedures and Programs

- Copies of Procurement/Purchasing Policies and Procedures
  - If there were changes during the study period, have all versions
- Copies of DBE Policies, Procedures and Programs (race-neutral and specific)
- Key personnel responsible for the creation, implementation or monitoring



# Data Requirements

## Anecdotal

- Contractor complaint/compliment log
- Contract Compliance Reports
- Economic/Industry Reports
  - Banking/Lending
  - Insurance
  - Bonding
  - Labor

# Data Requirements

## Anecdotal

- List of Business/Trade Organizations
  - Key Contact
  - Address
  - Phone Number
  - E-Mail
- \*Public Hearings – Logistics, Advertising, Court Reporters

# Data Requirements Contract / Business

- A significant part of the Disparity Study is based on contract and business data analyses.
- The collection of contract information from each agency.
  - What type of contracts were issued?
  - To whom were they awarded?
  - Who else bid on the contracts?
  - The dollar value of the contracts?

# Data Assessment Work Sheet

- See Handout

# Conclusion

- The study should take between eight and twelve months to complete.
- Most of the time and cost of the study is associated with contract data collection, data cleaning and anecdotal data collection.

# Questions?